

# Bangor Area Comprehensive Transportation System

## Policy Committee Meeting Minutes

March 20, 2018

Machias Savings Bank

### Members

Name	Representing
Rob Yerxa	Town of Orono
Dana Wardwell	City of Bangor
Frank Higgins	City of Brewer
Jeremy Caron	City of Brewer
Darryl Belz	Maine DOT
John Rouleau	City of Old Town
Scott Perkins	Town of Hermon
Belle Ryder	Town of Orono
John Rouleau	City of Old Town
Linda Johns	City of Brewer

### Maine DOT

Name	Representing
John Devin	Maine DOT
Randy Barrows	Maine DOT
Bruce Mattson	Maine DOT
Amy Rau	Maine DOT

### Staff

Name	Representing
Rob Kenerson	BACTS
Cindy Meservey	BACTS
Connie Reed	BACTS
Dianne Rice	BACTS

### Public

Name	Representing
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### Approval of Meeting Minutes

Topic	Discussion	Action
Minutes	Rob Yerxa called the March 20 meeting of the Bangor Area Comprehensive Transportation	<i>Frank Higgins made the motion to accept the minutes of February 20, 2018 Policy Committee meeting</i>

	<p>System Policy Committee to order at 9:34 a.m. at Machias Savings Bank.</p> <p>Belle Ryder pointed out a mistake on Page 2 of February minutes..</p>	<p><b><i>with one correction. John Rouleau seconded the motion. Unanimously approved.</i></b></p>
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**Bicycle/Pedestrian RFP Approval**

Topic	Discussion	Action
	<p>The Draft RFP for the Bicycle/Pedestrian Study was sent to the members prior to today’s meeting. Rob Kenerson asked the members to look at the Points for Rating section on Page 4 and provide any feedback.</p> <p>Rob explained that he was looking for approval from the Committee to send the RFP out to prequalified consultants from Maine DOT’s list. Rob chose T.Y. Lin, McBroom, Stantec, and Bicycle Coalition of Maine.</p> <p>Rob also asked for volunteers to review the proposals received prior to the next meeting in April. The following members volunteered: Linda Johns, Rob Yerxa, John Rouleau, and John Theriault. Rob will also ask Patrick Adams to review as well.</p> <p>The deadline for submitting proposals is April 13, so Rob suggested the April meeting be pushed back to April 24. This will give time to review and choose the consultant.</p>	<p><b><i>Linda Johns made the motion to authorize sending the RFP to the prequalified consultants as listed. Belle Ryder seconded the motion. Unanimously approved.</i></b></p>

**Report from Pavement Management Committee**

Topic	Discussion	Action
	<p>The Pavement Management Committee met on March 6. Stan and a technical representative from StreetScan connected to the committee via web to go over the software used. All questions members had were answered at this time, so the committee’s recommendation is for BACTS to move forward with drafting an RFP to see what options are available.</p>	<p><b><i>Dana Wardwell made the motion to authorize BACTS staff to move forward with drafting an RFP for pavement management data collection on BACTS roads. Belle Ryder seconded the motion. Unanimously approved.</i></b></p>

	<p>Rob Kenerson explained that StreetScan is not on Maine DOT's prequalified list. He encouraged Stan to go through the process to be included.</p> <p>Rob Yerxa reminded the Policy Committee that in order to maintain relevant data, BACTS needs to make a long-term commitment to collecting the data on a recurring basis.</p>	
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**Transit Report**

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
	<p>The City of Bangor posted a second revised RFP for ADA Complementary Paratransit Service for the Community Connector on March 16. A Pre-bid meeting will be held on April 6, with responses due on April 25 with an expected service start date of July 1 to coincide with the start of the new fiscal year.</p> <p>BACTS staff is working with Maine DOT to finalize the draft Metropolitan Planning Agreement between Maine DOT, the City of Bangor Community Connector and BACTS. Regulation requires the Agreement be signed and in place by May 27. MPO comments are due to Chris Mann at Maine DOT by March 30 and a meeting will be set shortly thereafter for all parties to discuss and execute the Agreement.</p> <p>MaineDOT will be working on locally coordinated transit plans in each transit region. The consultant hired has recommended the process include developing operational standard and level of service performance measures for the State and each region in order to obtain meaningful data by which to measure and analyze performance of the transit agencies within the State. It is anticipated that the locally coordinated plans will be completed in late fall.</p> <p>The beneficiary program submitted to the Trustee has been accepted and Maine is approved to administer the \$21 million for Maine in the VW Settlement Fund. Approximately 15% of the</p>	

	<p>money is planned to be allocated to electric vehicle charging stations; 25% allocated to MaineDEP for diesel reduction program; 40% allocated to MaineDOT's multi-modal program, 25% of which will be made available on a competitive grant basis. METRO and Shuttlebus in the Portland area have expressed interest in applying for an FTA Low-No Emission grant to purchase electric buses and infrastructure, using VW Settlement funds to complement the required local match required on the FTA grant. An electric bus is in the Portland area for a demonstration today and will be in Augusta for demonstration on Thursday.</p>	
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**Technical Issues**

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
<p><b>Construction Updates</b></p>	<p>Orono</p> <ul style="list-style-type: none"> <li>• Utility work on Rangeley Road is underway.</li> </ul> <p>Bangor</p> <ul style="list-style-type: none"> <li>• The two projects on Maine Avenue have been combined. Bid opening is scheduled for next week.</li> <li>• The Finson Road sidewalk project has been designed. Ted is working on signal planning on 14<sup>th</sup>/Union and 14<sup>th</sup>/Ohio.</li> <li>• Route 2 Outer Hammond Street MPI project will begin after the snow is gone.</li> </ul> <p>Brewer</p> <ul style="list-style-type: none"> <li>• The contract to resurface Mill Street will be awarded next week. This is an MPI project.</li> <li>• Signal coordination on Wilson Street has made a distinct difference. There is a communication problem at Wilson/Dirigo, but Jeremy is working on correcting the problem.</li> </ul> <p>Old Town</p> <ul style="list-style-type: none"> <li>• John is now taking care of signals rather than Public Safety. He is in the process of taking inventory.</li> </ul>	

**MDOT Report**

Topic	Discussion	Action
	<p>MPI projects for 2020 construction will be selected in January 2019. There is a checklist with bulleted information John Devin needs from the municipalities in order to complete project applications. Anyone interested should send a letter of intent as soon as possible. The projects are first-come, first-serve, so it is better to get projects in early.</p> <p>The Preliminary Design Report will be distributed shortly for the Orono culvert. A change in the project plan from installing temporary traffic signals to detouring traffic will likely decrease the cost of the project. This is a 1/3, 1/3, 1/3 cost share project.</p> <p>The three-party agreement has been sent out for the mill and fill on Wilson Street in Brewer. Everything is ready to go once the agreement has been signed. \$445,000 was allocated for the construction but, a change from 2" treatment to 1.5" treatment brings the estimated cost for the project to \$260,000.</p> <p>The mill and fill project in Orrington is just starting. The preliminary check revealed a 3 and 4 mix. Maine DOT recommends changing the treatment to shim and overly. This project almost lines up with the Sidewalk LAP project. However, the limits of the mill and fill project vary slightly from the limits of the sidewalk project.</p> <p>Negotiations are still going on with property owners for the Brewer Trail project. There are 14 property owners, 2 remain to be negotiated. If all the property rights can be situated, the project will be on schedule to go out to bid in April.</p> <p>Bruce Mattson attended the meeting to discuss the difference between capital and maintenance. According to Federal Highway Administration, spending \$5,000 or more is considered a capital expense. Below \$5,000 is considered a maintenance expense.</p>	

	<p>Frank Higgins asked for clarification in cases like Pedestrian buttons at intersections, where there is potential to have to replace eight buttons which would go beyond the \$5,000 cost as a whole, but each individual button would be less if that would be considered capital or maintenance. Because each individual unit would be less than the capital threshold, Bruce indicated it would be maintenance, which is the responsibility of the municipality.</p> <p>There was some discussion on how BACTS could create a capital account to provide a level of flexibility and save for emergencies, such as the damage that occurred in the October windstorm to Old Town’s signal mast arms. At this time, this is not allowed. Signal insurance was discussed as well as developing a signal inventory and condition assessment in the BACTS region. It was suggested that proactive maintenance and capital repair also be planned for in municipal budgets. Rob Yerxa suggested that the discussion continue on trying to find a mechanism to develop a reserve account for emergencies. Darryl suggested it be added to the agenda for the MPO Quarterly meeting.</p> <p>Signal maintenance is an issue for many municipalities because of the lack of contractors available to work on the signals. MaineDOT offers training courses, but there just are not enough people trained.</p> <p>Rob Kenerson mentioned that, in the past, BACTS has invited the Commissioner to attend a BACTS meeting.</p>	
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**Other Business**

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
<b>LAP Certification</b>	<p>BACTS staff will be attending the training for Locally Administered Projects at the beginning of May.</p> <p>BACTS received a speed sign from MaineDOT that is available to any municipality in the BACTS region to use. Municipalities using the sign must agree to</p>	

	<p>offer to provide data collected to local law enforcement. The sign is solar powered, and Rob thinks it will be best to mount it on a trailer for use.</p> <p>Rob and Dianne attended the Signal Tech training. Dianne completed Level 1 Certification and Rob completed Levels 1 and 2.</p> <p>Dianne will be starting the workplan for 2022/2023 earlier this year. This will allow her to begin gathering data earlier in the year. She will be asking for project submittals following the next meeting.</p> <p>The first public meeting for the Earl Avenue, Broadway and Center Street intersection is being held on Thursday, at 6:00 p.m. in Council Chambers, Bangor City Hall.</p>	
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<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
<b>Adjournment</b>		<i>The meeting was adjourned at 10:55 a.m.</i>